

Felixstowe Nursery School

Safeguarding and Welfare Requirement: Staff: Child Ratios

Staffing arrangements must meet the needs of all children and ensure their safety.

Staffing

Statement: - We provide a staffing ratio in line with the Safeguarding and Welfare Requirements of the Early Years Foundation Stage to ensure that children have sufficient individual attention and to guarantee care and education of a high quality. Our staff are appropriately qualified and we carry out checks for enhanced criminal records and barred list checks through the Disclosure and Barring Service in accordance with statutory requirements.

Staffing- during Covid-19

During the COVID-19 outbreak, staff will be deployed as per the government guidance. A risk assessment for working with prioritised places is included (8.4a). Relaxation of the rules on ratios may be implemented only in exceptional circumstances, and only during the COVID-19 outbreak period. Any relaxation of ratios must be based on a risk assessment approach and with the authorisation of the manager. Otherwise the following procedure applies.

During the COVID-19 outbreak early years staff are themselves considered to be 'key workers'. If staff cannot source care for their own children then they are able to bring their child to the setting, ensuring that as far as possible, they adhere to the criteria below and ensure they are not breaching conditions of their insurance provider:

- where members of staff have their own children with them at the setting, the age of the child must fall within the stipulated ages of the setting's Ofsted registration
- where members of staff are likely to be working directly with their own children, this is subject to discussion before commencement with their line manager

Procedures

Ratios

- Children aged two years of age: 1adult : 4 children
 - at least one member of staff holds a full and relevant level 3 qualification; and at
 - at least half of all other staff hold a full and relevant level 2 qualification.

- Children aged three years of age and over : 1adult : 8 children
 - at least one member of staff holds a full and relevant level 3 qualification; and at least half of all other staff hold a full and relevant level 2 qualification.

- The number of children for each key person takes into account the individual needs of the children and the capacity of the individual key person to manage their cohort.

- A minimum of two staff are present with the children at all times one of who is the manager or deputy

- Each child has a key person allocated to them as they start nursery who forms a special bond with them and who also supports and communicates closely with their parents and plans with the parent for their child's well-being and development. Regular meetings and exchanges of information take place to ensure this practice of sharing information takes place.

- We have regular staff meetings to discuss and complete our curriculum planning and our children interests and progress as part of this process. We also discuss their achievements and any difficulties we may have encountered.

- We only include those aged 17 years or older within our ratios. Where they are competent and responsible, we may include students on long-term placements and regular volunteers.

- Our manager deploys our staff, students and volunteers to give adequate supervision of indoor and outdoor areas, ensuring that children are usually within sight and hearing of staff, and always within sight or hearing of staff at all times.

- All staff are deployed according to the needs of the setting and the children attending

- Our staff, students and volunteers inform their colleagues if they have to leave their area and tell colleagues where they are going.

- Our staff, students and volunteers focus their attention on children at all times and do not spend time in social conversation with colleagues while they are working with children.

This policy was adopted at a meeting of Felixstowe Nursery School.

Held on

Date to be reviewed.....

Signed by Chairperson.....

Signed by Manager.....

Based on pre-school learning alliance policies & procedures